

# LEADERSHIP

AT THE RIDGE

## Ministry Lead Module 5 – Develop Communication Skills to Achieve Goals

### Core Competency

Develop communication skills to achieve goals

### Objective

This module offers ideas on how to communicate clearly to Coaches and their leaders so that they comprehend, own, transmit, and implement new initiatives that address issues and move the organization forward.

**NOTE:** A Ministry Lead must craft communication in a way that is portable and can move easily through Coaches, Leaders, team members, and even to individuals those team members serve. Keep this vantage point in mind as you complete the following assignments.

### Assignments Overview

**Assignment 1** | Read James 3:1-5

**Assignment 2** | Read Chapter 8: Engage and Inspire from *The Successful Manager's Handbook* (digital copy below)

**Assignment 3** | Watch the Ted Talk: *The Art of Effective Communication* by Marcus Alexander Velazquez (link to video below)

### Assignment 1

Read James 3:1-5 and answer the following questions.

#### **James 3:1-5 (MSG)**

*“Don’t be in any rush to become a teacher, my friends. Teaching is highly responsible work. Teachers are held to the strictest standards. And none of us is perfectly qualified. We get it wrong nearly every time we open our mouths. If you find someone whose speech was perfectly true, you’d have a perfect person, in perfect control of life. A bit in the mouth of a horse controls the whole horse. A small rudder on a huge ship in the hands of a skilled captain sets a course in the ace of the strongest winds. A word out of your mouth may seem of no account, but it can accomplish nearly anything -- or destroy it!”*

## Questions

1. This passage points out that the tongue is a dangerous combination of **powerful** and **hard to control**. What are some examples of how failure to control your tongue (in big and small ways) can hinder your ability to educate, motivate and effectively lead your team?
2. If “a word out of your mouth may seem of no account, but it can accomplish nearly anything,” how might your carefully chosen words, spoken at the right moment, to the right person, lead to significant growth for someone? Do you have a specific example to share?

## Assignment 2

Read “Engage and Inspire” from the Successful Manager’s Handbook and answer the following questions.

- [Engage and Inspire \(Chapter 8\)](#)

## Questions

1. This chapter covers a lot of ground in less than ten pages. What information did you find most insightful?
2. Can you think of a time when someone took the time to call out the high potential they saw in you? If so, what impact did that encouragement have on your attitude, confidence, and performance?

3. "When individuals have an opportunity to meet both professional and personal needs within the same environment, they often achieve optimum performance." What are some ways you can connect the team's goals with each person's needs, motives, and personal goals?
4. Recognizing people's contributions and celebrating successes is a critically important part of effective communication. What was the most impactful communication you ever received that highlighted an accomplishment of yours?

### **Assignment 3**

View the Ted Talk: *The Art of Effective Communication* by Marcus Alexander Velazquez  
<https://www.youtube.com/watch?v=2Yw6dFQBkIA>

#### **Questions**

1. Who in your life has impressed you with their ability to communicate well to a team? What characteristics made them so effective?
2. What are the characteristics of boring and ineffective communication, whether interpersonal or in the context of a meeting?

3. Where have you seen a vision, strategy or solution so effectively communicated that everyone could run with it and repeat it clearly to others? What do you think made that happen?
  
  
  
  
  
  
  
  
  
  
4. What is one communication skill from this video that you would like to work on to help you grow into a Ministry Lead-level leader?

### **Leadership Takeaways**

What are at least two LEADERSHIP TAKEAWAYS from this module? Be prepared to discuss with your group.

- 1.
- 2.